

§1731. Record Retention Requirements

A. A licensee must maintain and make available for inspection by the division all necessary books of accounts, records, documents and such other information as the division may require to insure that licensees are in compliance with the law. These records must be retained for three years.

B. These records include but are not limited to bank statements; canceled checks; deposit slips; sales invoices and receipts; purchase invoices and receipts; shipping documents; lease agreements; inventory records; and records of daily gaming activity as may be prescribed by the division.

C. All organizations using pull tabs shall retain unsold or defective pull tabs along with the winning tickets of any series not completely sold. Winning tickets shall be defaced by the licensee when redeemed for prize payout. Organizations should record names and identities of all jackpot winners and pull tab high tier winners.

AUTHORITY NOTE: Promulgated in accordance with R.S. 33:4861.17.

HISTORICAL NOTE: Promulgated by the Department of Public Safety and Corrections, Office of State Police, LR 12:157 (March 1986), amended LR 13:102 (February 1987).